

高等院校民航服务专业系列教材
GAODENG YUANXIAO
MINHANG FUWU ZHUANYE



English for 民用航空

Civil Aviation: A Practical Course 实务英语

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内 容 简 介

本书共三个部分：第一部分为航班时刻表的英语表达法，以及城市、机场、航空公司、机型的英语表达法；第二部分，主要训练机舱服务人员面对常规及特殊情况时运用英语的能力；第三部分为英语广播词，主要分为国内广播词、国际广播词、特殊情况广播词、紧急情况广播词和机场广播词等。本书专有名词均配有汉语注释，各单元均配有词汇表和练习，可供学生查阅和练习使用。

本书为民航服务专业本科英语教材，可供空中乘务等相关专业使用，同时也可作为对航空英语感兴趣的读者的参考用书。

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前 言

2012年7月8日国务院发布了《国务院关于促进民航业发展的若干意见》，明确提出，中国民航要“努力增强国际航空竞争力”，这是实施民航强国战略的重要任务之一。但就目前实际情况而言，我国航空公司在机制上还没有完全适应国际市场要求，国际化人才严重短缺。因此只有培养合格的国际化民航服务人才，我国的航空公司才能成为能够提供全球化服务的国际航空公司，才能够增强国际竞争力和影响力，让世界听到“中国的声音”。

为提高民航专业高校的教学质量，填补和完善民航教材的不足，根据航空岗位的需求，提高民航从业人员的英语水平，“高等院校民航服务专业系列教材编审委员会”特编写了《民用航空实务英语》这本书。

《民用航空实务英语》(English for Civil Aviation: A Practical Course)是“高等学校民航服务专业系列教材”项目实践教材之一，可供全日制普通高等学校本科学历教育空中乘务、民航服务管理(机场运营服务管理方向)、民航服务管理(民航销售方向)、民航旅游管理、民航物流管理、航空服务与管理等专业学习民航实务英语的教材。同时，本书亦可作为民航系统各下属单位的员工，如飞行员、空乘人员、空管人员、基地维修保养人员、行政管理人员等学习和提高民航专业英语的教材和读物以及在职人员的英语口语培训教材。也可供高等教育自学考试，成人高等教育，继续教育和广大航空爱好者作为学习民航英语的自学材料。

本书编写突出了以民航实务工作情景为主线的主要特色，体现了以语言交际功能为中心，多层次、全方位、多角度地为学生提供了最新的口语交际表达素材。题材涵盖了与民航业务相关的基本内容。

本书以最新的专门用途英语(English for Specific Purposes, ESP)教学理念作为理论依据，以学习为中心，把需求分析和教材评价作为前提，在选材过程中着重考虑教材的真实性、多样性、趣味性，在教材编写的每一个阶段都充分考虑到了民航专业学习者本身及其语言学习需求和未来的工作需要。其中，教材设置的交际型任务不但能提高学生对课堂活动的积极性，而且还能激发学生学习相关的专业知识，从而达到在真实的交际环境中完成交际任务的最终目的。

本书结合了我国三大航空公司现用正常广播和非常规英语广播标准用语进行编写，并适当配有相应的中文广播用语。

本书部分材料由国航客舱服务部提供，在此表示感谢！

希望使用或阅读本书的各校师生不吝指教，帮助本书继续改进，使其能在高校民航外语教学中起到一定的作用。

编 者

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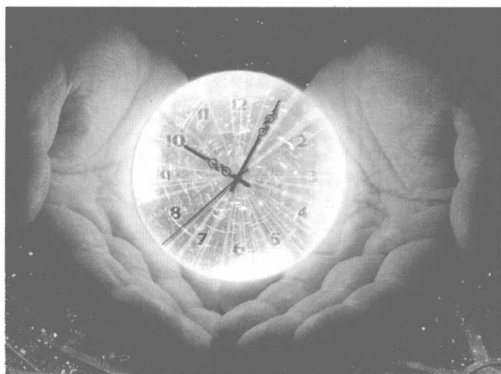
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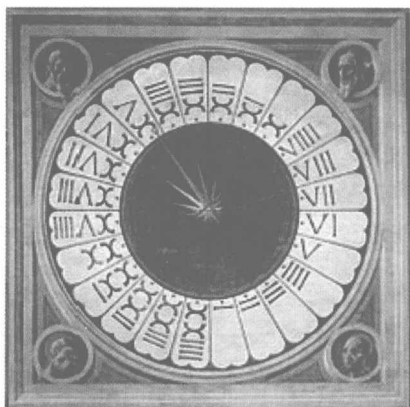
Part I

At an Airport

Unit 1 Introductions to a Flight Schedule (航班行程时刻表介绍)



1.1 24-hour System & 12-hour Clock Time



Normally the time is shown as **hours: minutes**.

There are two major ways to show the time: “12-hour clock time” + “AM/PM” or “24-hour clock”.

24-hour System: with the 24 hour clock the time is shown as how many hours and minutes since midnight.

12-hour Clock Time+AM/PM: with AM/PM, the day is split into the 12 hours running from midnight to noon (the AM hours) and the other 12 hours running from noon to midnight (the PM hours).

On an airline schedule, the time for departure and arrival is published using the 24-hour system, while in dialogue form the 12-hour clock time is used.

In Denmark, you are supposed to always “write” using the 24-hour clock, but spoken Danish used the 12-hour clock.

Abbreviation	AM	PM
Meaning	Ante Meridiem Latin for “before midday”	Post Meridiem Latin for “after midday”
Time	Midnight to noon	Noon to midnight
24-hour clock	0:00 to 11:59	12:00 to 23:59

1. How to convert 12-hour clock to 24-hour clock?

For the first hour of the day (12 midnight to 12:59 AM), subtract 12 hours.

Examples: 12 Midnight = 0:00,
12:35 AM = 0:35

From 1:00 AM to 12:59 PM, no change.

Examples: 11:20 AM = 11:20,
12:30 PM = 12:30

From 1:00 PM to 11:59 PM, add 12 hours.

Examples: 4:45 PM = 16:45,
11:50 PM = 23:50

2. How to convert 24-hour clock to 12-hour clock?

For the first hour of the day (0:00 to 0:59), add 12 hours, make it “AM”.

Examples: 0:10 = 12:10 AM,
0:40 = 12:40 AM

From 1:00 to 11:59, just make it “AM”.

Examples: 1:15 = 1:15 AM,
11:25 = 11:25 AM

From 12:00 to 12:59, just make it “PM”.

Examples: 12:10 = 12:10 PM,
12:55 = 12:55 PM

From 13:00 to 23:59, subtract 12 hours, make it “PM”.

Examples: 14:55 = 2:55 PM,
23:30 = 11:30 PM



Midnight and Noon

“12 AM” and “12 PM” can cause confusion.

3. Comparison Chart

Here is a side-by-side comparison of the 24-hour clock and AM/PM.

Example: on the hour		Example: 10 minutes past	
24-hour Clock	AM / PM	24-hour Clock	AM / PM
0:00	12 Midnight	0:10	12:10 AM
1:00	1:00 AM	1:10	1:10 AM
2:00	2:00 AM	2:10	2:10 AM
3:00	3:00 AM	3:10	3:10 AM
4:00	4:00 AM	4:10	4:10 AM
5:00	5:00 AM	5:10	5:10 AM
6:00	6:00 AM	6:10	6:10 AM
7:00	7:00 AM	7:10	7:10 AM
8:00	8:00 AM	8:10	8:10 AM
9:00	9:00 AM	9:10	9:10 AM
10:00	10:00 AM	10:10	10:10 AM
11:00	11:00 AM	11:10	11:10 AM
12:00	12 Noon	12:10	12:10 PM
13:00	1:00 PM	13:10	1:10 PM
14:00	2:00 PM	14:10	2:10 PM
15:00	3:00 PM	15:10	3:10 PM
16:00	4:00 PM	16:10	4:10 PM
17:00	5:00 PM	17:10	5:10 PM
18:00	6:00 PM	18:10	6:10 PM
19:00	7:00 PM	19:10	7:10 PM
20:00	8:00 PM	20:10	8:10 PM
21:00	9:00 PM	21:10	9:10 PM
22:00	10:00 PM	22:10	10:10 PM
23:00	11:00 PM	23:10	11:10 PM

4. When someone says it is mid-night, what time are they referring to?

The term midnight can be a problem for different people around the world — when midnight is used in a sentence does this mean it’s the beginning or end of the day?

Imagine you are told that your friends are leaving to go on vacation at “midnight” on the 12th of March, what day should you arrive to say goodbye? Do you get there on the 11th